



TRAINING OPPORTUNITY
Detrick Center for Training and Education
Excellence
Fort Detrick, MD

Course Title: Leadership Skills for 21st Century

Dates/Hour/Location: 1-3 Mar 05/0830-1600/Bldg 1520, CR#2

Course length: 3 day Seminar

Registration Deadline: 18 Feb 05

Cost: \$125.00 per student

Vendor/Address: Productivity Advisory Services, Inc., PO
Box 763, Middletown, Md 21769

Course Overview: The leadership role of a manager, supervisor, or team leader is rapidly changing, expanding, and becoming more critical in today's complex work environment. Today, with higher demands and reduced resources, a leader's ability for creating an environment where everyone wants to excel on their own volition is a greater asset than ever before. This course is designed to help participants master the leadership skills that will empower their employees to cope with change, new challenges while achieving greater levels of performance.

Target Audience: Managers, supervisors and team leaders who have overall accountability and responsibility for the successfully achieving departmental goals and objectives during times of rapid change.

Course Manager: Tel. 301-619-7554/3360, Fax 301-619-2884 or
E-Mail: USAGDCTEE@DET.AMEDD.ARMY.MIL

How to Nominate and Apply: FAX DD Form 1556 to DCTEE (301-619-2884 or DSN 343-2884) or mail to bldg 1520 by the registration deadline. Make sure Blocks 17, 19, 23, 25, 32, 33, and 34 are properly completed. Include nominee's email address and Training Coordinator's phone number and email address in Block 18. Training coordinators must add billing information in blocks 27 and 37. Do not attend unless you have received confirmation from the course manager. Although we try to accommodate all training needs, faxing a nomination to us does not guarantee a space.

allocation. Check with your activity Training Coordinator if you have not received confirmation two-four weeks prior to the class starting date.

NOTES:

Individuals who require special services or accommodations due to a disability should advise this office immediately (wheelchair access, interpreter, etc).